

**National Aviation Initiative**  
**Securing Our Role in the Provision of Aviation Products and Services**  
**Team Charter**  
**August 25, 2005**

**Problem Statement:**

The National Weather Service must improve and enhance products and services to meet the increasing expectations of a valued federal partner (FAA).

**Goals and Objectives:**

To make aviation services the model for our relations with other federal agencies. This initiative directly moves NWS toward its future goal of being *the* federal source and provider of weather and environmental information.

This team will develop a strategy to secure NWS's role regarding aviation services and identify immediate activities to improve aviation services. This plan will support the safe and efficient use of the National Airspace System.

**Scope:**

## Guiding Principles

- No degradation of service
- Equitable services across the nation
- Cost effective
- Do not address grade structure, staffing levels, office size, org-chart
- Solicit input from the workforce in accordance with the CBA
- Test key features within 18 months
- Be sensitive to future and vision of the Joint Planning and Development Office.
- Do not wait for the FAA to develop a specific set of requirements
- Forecast production options must take into account the CON OPS
- Collaborate extensively with the two other team initiatives: IT Consolidation and NWS CON OPS.

## Must Address:

- All products and services in support of aviation safety for possible improvements and redesign.
- Possible changes to the roles of different parts of NWS providing aviation services.
- R&D activities critical to NWS aviation services.
- Previous aviation teams' efforts and recommendations.

**Roles and Responsibilities:**

## Director:

- Chair reports directly to Director.
- All major problems will be resolved here if not before.
- Final approval authority for charge, charter, and team output.
- Maintains 51% of Board voting authority.
- Maintaining communication of progress w/ NOAA as appropriate.

**Corporate Board:**

- Remains intellectually engaged with Tiger Teams.
- Advisory role maintained mainly through the Team Champions.
- Available to team chairs for advice and/or resources if called upon.
- If first level supervisor to a team member, role is limited to advisor and to fully support (resources) as necessary.
- Upon delivery, role is to review/advise on delivery.

**Champion:**

- First Board level support to team chair and team.
- Liaison between Corporate Board and team chair.
- Help ensure resources are provided as necessary.
- Role limited to supporting/advising and enabling the team, not managing or directing
- Ensure three Teams efforts are integrated.

**Chair:**

- Responsible for the Team, and final deliverables.
- Reports to the Director at pre-set intervals, between as necessary.
- Seeks advice from Champion.
- Communicates to the Board through the Champion, and through pre-set briefings.
- Ensure three Teams efforts are integrated.
- Provides deliverables as scheduled.
- Solicits input from the field using COM office or other means.
- Has this task as their number 1 priority.

**Tiger Team:**

- Report to Chair.
- Works as a team with Chair to develop all deliverables.
- Has this task as their number 1 priority.

**Key Objectives and Timeline:**

Produce a draft plan by November 15, 2005, and brief the Corporate Board by December 1, 2005. The final plan will be completed on or near the termination date. The team will be dissolved on or about December 16, 2005. Additionally, the Corporate Board Champion and Initiative Chair may continue to assist in editing of the report beyond the termination date.